

## **MR. AND MS. FUTURE BUSINESS LEADER**

These events honor outstanding FBLA members who have demonstrated leadership qualities, participation in FBLA, and evidence of knowledge and skills essential for successful careers in business. FBLA recognizes that men and women compete equally in the workplace. This event is an honored award designed to recognize a greater number of FBLA members and is not intended to differentiate between genders.

The title “Mr. Future Business Leader” or “Ms. Future Business Leader” is the highest honor an FBLA member can receive.

### **ELIGIBILITY**

Each district is represented by one participant in each event—Mr. and Ms. Future Business Leader. The participant must qualify as an active FBLA member to be eligible for this event.

### **REGULATIONS**

1. Entry forms accompanied by three copies of a one-page letter of application for the Mr. or Ms. Future Business Leader award and three copies of a resume (not to exceed 2 pages) outlining the person’s participation in FBLA and other organizations must be postmarked no later than March 17. The letter should state the reasons the participant is deserving of the honor of this award.

The letter should be addressed to: Ms. Jean Buckley, President & CEO  
FBLA-PBL, Inc.  
1912 Association Drive  
Reston, VA 20191-1591

2. All copies of the above materials should be submitted in three, standard file folders. The tab of the folder must be labeled with participant’s name, district, school, and event title. Photographs are not allowed. No other materials will be accepted.
3. The letter of application and resume must be prepared by the student member, not the adviser. Local chapter advisers should serve as consultants to ensure that the letter of application and resume are well organized, contain substantiated statements, and are written in a business style.
4. Participants may not have entered this event at a previous State Leadership Conference.
5. A participant who fails to report on time for the event may be DISQUALIFIED.
6. Failure to follow the guidelines will result in a deduction of 1-10 points, at the discretion of the judges.
7. Participants must adhere to the dress code approved by the executive council.

## PROCEDURES

### Written Test

1. Participants report to the supervisor administering the written test at the location designated on the program five minutes before starting time.
2. One hour is allowed for the entire test including the giving of instructions and the distribution and pickup of tests.
3. Scratch paper is furnished.
4. Participants are responsible for furnishing their own #2 pencils and erasers for this event.
5. The test may include, but is not limited to, questions about business concepts (general business knowledge such as accounting, economics, law, communication, math, technology, business procedures, and international business), FBLA-PBL history, FBLA programs, FBLA bylaws, and parliamentary procedure.
6. One or more local chapter advisers serve as supervisors to ensure that the above procedures are followed and completed.

### Preliminary Interview

1. Participants report to the supervisor of the event at the location designated in the program ten minutes prior to the interview time listed on the schedule.
2. A ten-minute interview is conducted with each participant. During the interview, participants may be asked about hobbies and other personal interests, extra-curricular activities, participation in other school organizations, and involvement in community service. Emphasis should be placed on FBLA participation and service at the local, district, state, and/or national level.
3. Judges will be provided with a copy of each participant's application materials. No additional items can be brought to the interview or left with the judges.
4. The total number of participants will be divided as evenly as possible into two groups. Four finalists will be chosen from each group to continue into the interview finals.
5. One or more local advisers serve as supervisors to ensure that the procedures are followed and completed.

### Final Interview

1. Participants report to the supervisor of the event at the location designated in the program ten minutes prior to the interview time listed on the schedule.
2. A ten-minute interview is conducted with each finalist. Generally, this phase will utilize a set of judges completely different from those who were used in the preliminaries.

## Mr. and Ms. Future Business Leader Continued

3. During the interview finals, participants will probably be asked questions over the same areas as they were in the preliminaries. Emphasis should be placed on FBLA participation and service at the local, district, state, and/or national level.
4. Judges will be provided with a copy of each participant's application materials. No additional items can be brought to the interview or left with the judges.
5. One or more local advisers serve as supervisors to ensure that the procedures are followed and completed.

## JUDGING

### Written Test

The written test with greatest number correct is given the highest rank. The highest rank is one.

Ties will be broken based on the order in which the tests were turned in. The test turned in earliest will be the winner.

Graded papers are NOT returned to the participants or their advisers.

### Interview

Judges complete a rating sheet on each participant immediately following the interview. Each judge assigns a rank to each participant. The highest rank is one.

The ranks from each of the judges of the preliminary event are combined to determine the four finalists from each preliminary group. Should a tie arise, the participant receiving more small numbers is the winner. Any ties resulting after this step should be broken by the judges.

## AWARDS

Plaques are presented to the winners of first through fifth places as long as finances are available. Certificates are given to participants winning sixth through eighth places.

## REPRESENTATION AT NATIONAL

The participants winning first place in the Mr. and Ms. Future Business Leader events are entitled to represent the state chapter at the National Leadership Conference.

**MR. FUTURE BUSINESS LEADER**
☐ Preliminary Round      ☐ Final Round

Rank the participants within a first to last order. No ties.

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Interview</b>					
Poise, maturity, and attitude	0	1 - 3	4 - 7	8 - 10	
Self-confidence, initiative, and assertiveness	0	1 - 3	4 - 7	8 - 10	
Communication skills	0	1 - 3	4 - 7	8 - 10	
Professional appearance (grooming and appropriate business attire)	0	1 - 3	4 - 7	8 - 10	
<b>Leadership Ability</b>					
Participation/leadership in FBLA-PBL	0	1 - 5	6 - 10	11 - 15	
Participation in other school and/or community organizations	0	1 - 3	4 - 7	8 - 10	
Demonstration of outstanding achievement	0	1 - 3	4 - 7	8 - 10	
Career knowledge and career plans	0	1 - 5	6 - 10	11 - 15	
<b>Application Materials</b>					
Effectiveness of application materials (resume, letter of application)	0	1 - 3	4 - 7	8 - 10	

Penalty Points Deduct up to ten (10) points for failure to fully follow the guidelines.  
Deduct five (5) points when dress code is not followed.

**Total Points**

/100 max.

Verification of total score (initials)

\_\_\_\_\_ Event Supervisor

\_\_\_\_\_ Event Supervisor

**MS. FUTURE BUSINESS LEADER**
☐ Preliminary Round      ☐ Final Round

Rank the participants within a first to last order. No ties.

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Interview</b>					
Poise, maturity, and attitude	0	1 - 3	4 - 7	8 - 10	
Self-confidence, initiative, and assertiveness	0	1 - 3	4 - 7	8 - 10	
Communication skills	0	1 - 3	4 - 7	8 - 10	
Professional appearance (grooming and appropriate business attire)	0	1 - 3	4 - 7	8 - 10	
<b>Leadership Ability</b>					
Participation/leadership in FBLA-PBL	0	1 - 5	6 - 10	11 - 15	
Participation in other school and/or community organizations	0	1 - 3	4 - 7	8 - 10	
Demonstration of outstanding achievement	0	1 - 3	4 - 7	8 - 10	
Career knowledge and career plans	0	1 - 5	6 - 10	11 - 15	
<b>Application Materials</b>					
Effectiveness of application materials (resume, letter of application)	0	1 - 3	4 - 7	8 - 10	

Penalty Points Deduct up to ten (10) points for failure to fully follow the guidelines.

Deduct five (5) points when dress code is not followed.

**Total Points**

/100 max.

Verification of total score (initials)

\_\_\_\_\_ Event Supervisor

\_\_\_\_\_ Event Supervisor

# RANKING SHEET - MISSOURI FBLA

## MR. FUTURE BUSINESS LEADER DISTRICT

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	WRITTEN TEST RANK*			TOTAL	FINAL RANK (Smaller number wins)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								

\*The interview rank and the written test rank are weighted equally. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to all judges' rankings before going to written test.

Sara 1 2 6 = 9 Sara would win because she OR Sara 2 1 5 = 8  
Joe 2 3 4 = 9 has a 1 rating. Joe 1 3 4 = 8

Both have a 1. So Sara would win with her 2 rating.

If tie remains after this step, the participant with the highest rank on the written test is the winner.

29.6

10-1-05

**MS. FUTURE BUSINESS LEADER  
DISTRICT**

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	WRITTEN TEST RANK*			TOTAL	FINAL RANK (Smaller number wins)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								

\*The interview rank and the written test rank are weighted equally. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to all judges' rankings before going to written test.

Sara 1 2 6 = 9 Sara would win because she OR Sara 2 1 5 = 8

Both have a 1. So Sara would win with her 2 rating.

Joe 2 3 4 = 9 has a 1 rating. Joe 1 3 4 = 8

If tie remains after this step, the participant with the highest rank on the written test is the winner.

# MR. FUTURE BUSINESS LEADER

## STATE PRELIMINARY

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	WRITTEN TEST RANK*			TOTAL	FINAL RANK (Smaller number wins)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								

\*The interview rank and the written test rank are weighted equally. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to all judges' rankings before going to written test.

Sara 1 2 6 = 9 Sara would win because she

OR

Sara 2 1 5 = 8

Both have a 1. So Sara would win with her 2 rating.

Joe 2 3 4 = 9 has a 1 rating.

Joe 1 3 4 = 8

If tie remains after this step, the participant with the highest rank on the written test is the winner.

29.8

10-1-05

**RANKING SHEET - MISSOURI FBLA**



# MR. FUTURE BUSINESS LEADER

## STATE FINAL

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	TOTAL	FINAL RANK (Smaller number wins)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					

The written test does not count in the FINAL interview process. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to ALL judges' rankings first. If a tie still remains, ONLY then may you use the written test.

Sara 1 2 6 = 9 Sara would win because she  
Joe 2 3 4 = 9 has a 1 rating.

OR

Sara 2 1 5 = 8 Both have a 1. So Sara  
Joe 1 3 4 = 8 would win with her 2 rating.

# MS. FUTURE BUSINESS LEADER

## DISTRICT

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	WRITTEN TEST RANK*			TOTAL	FINAL RANK (Smaller number wins)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								

\*The interview rank and the written test rank are weighted equally. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to all judges' rankings before going to written test.

Sara 1 2 6 = 9 Sara would win because she

OR

Sara 2 1 5 = 8

Both have a 1. So Sara

Joe 2 3 4 = 9 has a 1 rating.

Joe 1 3 4 = 8

would win with her 2 rating.

If tie remains after this step, the participant with the highest rank on the written test is the winner.

29.7

10-1-02

RANKING SHEET - MISSOURI FBLA

MS. FUTURE BUSINESS LEADER

## STATE PRELIMINARY

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	WRITTEN TEST RANK*			TOTAL	FINAL RANK (Smaller number wins)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								

\*The interview rank and the written test rank are weighted equally. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to all judges' rankings before going to written test.

Sara 1 2 6 = 9 Sara would win because she

OR

Sara 2 1 5 = 8

Both have a 1. So Sara would win with her 2 rating.

Joe 2 3 4 = 9 has a 1 rating.

Joe 1 3 4 = 8

If tie remains after this step, the participant with the highest rank on the written test is the winner.

## STATE FINAL

NAME OF PARTICIPANT AND SCHOOL	RANK BY JUDGE	RANK BY JUDGE	RANK BY JUDGE	TOTAL	FINAL RANK (Smaller number wins)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					

The written test does not count in the FINAL interview process. In the event of a tie, the tie will be broken by awarding the higher rank to the person receiving the highest rank from ONE of the judges. Refer to ALL judges' rankings first. If a tie still remains, ONLY then may you use the written test.

Sara 1 2 6 = 9 Sara would win because she  
Joe 2 3 4 = 9 has a 1 rating.

OR

Sara 2 1 5 = 8 Both have a 1. So Sara  
Joe 1 3 4 = 8 would win with her 2 rating.

29.11

10-1-02